

Infant Menu & Production Record Instructions

Child Care Centers participating in the Child and Adult Care Food Program (CACFP) are required to offer a meal to every child in care, including infants.

The Infant Menu and Production Record documents the type of food and amount of food prepared and offered at each meal. The record demonstrates that the CACFP infant meal pattern is met. However, centers may use the record for dual purposes i.e.) licensing requirements or a daily record to share the infants day with parents. At minimum, meals claimed for reimbursement in CACFP must be recorded. Up to three meals per day may be claimed; if three meals are claimed, at least one must be a snack. The record is to be completed at time of each meal is served for each infant claimed for reimbursement.

The infant meal pattern for the CACFP divides the infant's first year into three age groups: Birth through 3 months, 4 through 7 months, and 8 through 11 months. Ranges given for each food portion in the meal pattern to allow for flexibility based on the infant's rate of development and appetite. The portions prepared and offered must be equal to or exceed the minimum required portion on the infant meal pattern.

For further information refer to Crediting Foods in the Child and Adult Care Food Program or Feeding Infants, A Guide for Use in the Child Nutrition Programs.

There are several Infant Menu and Production Record formats to choose from. Providers may decide which record is appropriate for their center.

Instructions:

Daily Infant Menu and Production Records: This form is for several children of one age group, for one day. Fill in the center name and date. Fill in the children's name and age and/or date of birth. Write the names of all infants served. Indicate the specific kinds and amounts of foods served to each infant based on the meal pattern requirements. For example: 6oz. breastmilk, 2Tbsps cereal, 2Tbsps peaches.

Weekly Infant Menu and Production Records: This is for one child for all week. Fill in the center name and the date. Fill in the child's name and age and/or date of birth and age group when indicated. Indicate the specific kinds and amounts of foods served to each infant based on the meal pattern requirements. For example: 6oz. formula, ½ slice of toast.

*Prepares name and type of breastmilk and formula are optional to fill out.

Please contact CACFP with questions you may have regarding the feeding or claiming infants. Visit our web site for forms and resources: www.childcare.mt.gov



Early Childhood Services Bureau
Child & Adult Care Food Program

Phone: (406) 444-4347
Fax: (406) 444-2547
Toll Free: (888) 307-9333



USDA is an equal opportunity provider and employer

Infant Menu and Production Record

Name(s): _____ Age(s): _____ Breast Milk or Formula: _____



CENTER: _____ Month/Year: _____ Prepared by: _____

Food Components				DATE:	DATE:	DATE:	DATE:	DATE:
Breakfast	0-3 MO	4-7 MO	8-11 MO					
Breast Milk or ¹ Formula	4-6 fl.oz.	4-8 fl.oz.	6-8 fl.oz.					
¹ Cereal		² 0-3 T.	2-4 T.					
Fruit and/or Vegetable			1-4 T.					
Lunch or Supper	0-3 MO	4-7 MO	8-11 MO					
Breast Milk or ¹ Formula	4-6 fl.oz.	4-8 fl.oz.	6-8 fl.oz.					
¹ Cereal <u>or</u> Meat/Poultry, Fish Egg Yolk, Cooked Dry Beans or Peas <u>or</u> Cheese <u>or</u> Cottage Cheese		² 0-3 T.	2-4 T. 1-4 T. ½-2 oz 1-4 oz.					
Fruit and/or Vegetable		² 0-3 T.	1-4 T.					
Snack	0-3 MO	4-7 MO	8-11 MO					
Breast Milk or ¹ Formula	4-6 fl.oz.	4-6 fl oz.	³ 2-4 fl.oz.					
² Bread or Bread Alternate Made from whole-grain or enriched meal or flour.			² 0-½ slice bread <u>or</u> 0-2 crackers					

Key: ¹Formula and Cereal must be iron fortified

²Optional Component when infant is developmentally ready to accept

³100% fruit juice is an optional component

Sources: 7CFR 226.20b Infant Meal Pattern

USDA, FNS. Feeding Infants, A Guide for Use in the
Child Nutrition Program. 2001;Team Nutrition. 59 p.

Infant Menu and Production Record

SAMPLE

Name(s): Sally Jones Age(s): 2 months Breast Milk or Formula: Expressed BM and Formula



CENTER: Suzie's Daycare Month/Year: April 2008 Prepared by: Cara Carpenter

Food Components				DATE:	DATE:	DATE:	DATE:	DATE:
Breakfast	0-3 MO	4-7 MO	8-11 MO	7th	8th	9th	10th	11th
Breast Milk or ¹ Formula	4-6 fl.oz.	4-8 fl.oz.	6-8 fl.oz.	5 fl.oz. BM	5 fl.oz. BM	5 fl.oz. BM	5 fl.oz. BM	5 fl.oz. BM 2 fl.oz. Form
¹ Cereal		² 0-3 T.	2-4 T.					
Fruit and/or Vegetable			1-4 T.					
Lunch or Supper	0-3 MO	4-7 MO	8-11 MO					
Breast Milk or ¹ Formula	4-6 fl.oz.	4-8 fl.oz.	6-8 fl.oz.	6 fl.oz. Form.	6 fl.oz. Form.	6 fl.oz. Form.	6 fl.oz. Form.	6 fl.oz. Form.
¹ Cereal <u>or</u> Meat/Poultry, Fish Egg Yolk, Cooked Dry Beans or Peas <u>or</u> Cheese <u>or</u> Cottage Cheese		² 0-3 T.	2-4 T. 1-4 T. ½-2 oz 1-4 oz					
Fruit and/or Vegetable		² 0-3 T.	1-4 T.					
Snack	0-3 MO	4-7 MO	8-11 MO					
Breast Milk or ¹ Formula	4-6 fl.oz.	4-6 fl.oz.	³ 2-4 fl.oz.	6 fl.oz. Form.	6 fl.oz. Form.	6 fl.oz. Form.	6 fl.oz. Form.	6 fl.oz. Form.
² Bread or Bread Alternate Made from whole-grain or enriched meal or flour.			² 0-½ slice bread <u>or</u> 0-2 crackers					

Key: ¹Formula and Cereal must be iron fortified

²Optional Component when infant is developmentally ready to accept

³100% fruit juice is an optional component

Sources: 7CFR 226.20(b) Infant Meal Pattern

USDA, FNS. Feeding Infants, A Guide for Use in the
Child Nutrition Program. 2001;Team Nutrition. 59 p.